



City Council Memorandum

City of Arts & Innovation

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TO: HONORABLE MAYOR AND CITY COUNCIL DATE: DECEMBER 17, 2024

FROM: RIVERSIDE POLICE DEPARTMENT WARDS: ALL

**SUBJECT: AGREEMENT AND RESOLUTION ACCEPTING THE STATE OF CALIFORNIA,
DEPARTMENT OF JUSTICE - TOBACCO GRANT PROGRAM AWARD IN THE
AMOUNT OF \$320,994 FOR THE PERIOD OF JULY 1, 2025, THROUGH JUNE
30, 2028 – SUPPLEMENTAL APPROPRIATION**

ISSUE:

Approve an Agreement and adopt a Resolution accepting the State of California, Department of Justice Tobacco Grant Program award in the amount of \$320,994 to increase enforcement activity aimed at reducing illegal sales of tobacco products to minors for the period of July 1, 2025, through June 30, 2028, and authorize a supplemental appropriation in the amount of the grant award.

RECOMMENDATIONS:

That the City Council:

1. Approve an Agreement with the State of California, Department of Justice for the Tobacco Grant Program grant award in the amount of \$320,994 to increase enforcement efforts to reduce the illegal sale of tobacco products to minors for the period of July 1, 2025, through June 30, 2028;
2. Adopt a Resolution to accept the State of California, Department of Justice for the Tobacco Grant Program grant award in the amount of \$320,994 to increase enforcement efforts to reduce the illegal sale of tobacco products to minors for the period of July 1, 2025, through June 30, 2028;
3. With at least five affirmative votes, authorize the Chief Financial Officer, or designee, to record an increase in revenue in the amount of \$320,994 and appropriate expenditures in the same amount in the Grants and Restricted Programs Fund, Police Department Tobacco Grant Program revenue and expenditure accounts; and
4. Authorize the City Manager, or his designee, to execute all necessary grant documents for the California Department of Justice Tobacco Grant Program, including making minor and non-substantive changes.

BACKGROUND:

In October 2024, the Riverside Police Department (RPD) received notification of funding from the State of California, Department of Justice. The purpose of the funding is for a comprehensive tobacco enforcement program to enforce state laws and local ordinances relating to sales of tobacco products to minors, prevent the marketing of tobacco products to minors, and increase investigative activities and compliance checks of tobacco retailers. The intent of the funding is to promote a healthier California by reducing illegal retail sales and marketing of cigarettes and tobacco products, including e-cigarettes, to minors.

DISCUSSION:

The Tobacco Grant Program funds will support the City's efforts to reduce underage tobacco use, reduce tobacco sales and marketing to minors, and provide educational awareness to officers and tobacco retailers.

The Tobacco Grant Program will be implemented by the Riverside Police Department's Special Investigations Bureau, Vice Unit. The Vice Unit will conduct surveillance, initiate special projects, and develop proactive relationships with business owners and other stakeholders throughout the City to address operating conditions through programs such as Retailer Inspections, Minor Decoy and Shoulder Tap.

- The Retailer Inspections assess the businesses' compliance with tobacco laws and educate them regarding any non-compliance issues.
- The Minor Decoy program allows law enforcement agencies to use persons under 20 years of age as decoys for the purpose of purchasing tobacco products from licensed premises.
- The Shoulder Tap program is an enforcement program used by local law enforcement agencies wherein a minor decoy, under the supervision of law enforcement officers, solicits adults outside licensed stores to buy tobacco products for the minor.

The grant programs will operate July 1, 2025, through June 30, 2028.

STRATEGIC PLAN ALIGNMENT:

This item contributes to Strategic Priority No. 2 *Community Well-Being* and Goal number No. 2.4 – Support programs and innovations that enhance community safety, encourage neighborhood engagement, and build public trust.

This item aligns with EACH of the five Cross-Cutting Threads as follows:

1. **Community Trust** – The Riverside Police Department (RPD) is dedicated to improving quality of life by creating a safe environment in partnership with the people it serves. RPD's ability to enforce tobacco related regulations, serves the public interest, benefits the City's diverse populations, and results in greater public good.
2. **Equity** – RPD provides public safety services to all residents in the City of Riverside. The

addition of tobacco policing funds assists in the achievement of this goal and ensures that only those that should be buying and selling tobacco are able.

3. **Fiscal Responsibility** – This grant will provide partial funding for tobacco related operations, lessening the financial burden on the City’s General Fund.
4. **Innovation** – RPD must constantly change and adapt to meet the community’s changing needs and prepare for the future. This funding opportunity allows RPD to implement innovative enforcement and educational operations without burdening the general fund.
5. **Sustainability & Resiliency** – The additional funding from this grant ensures the Police Department has the capacity to preserve, adapt, and grow with the needs of the community.

FISCAL IMPACT:

The fiscal impact of this action is an increase in revenue and expenditures of \$320,994. No City matching funds are required. Upon Council approval, an increase in revenue will be recorded in the amount of the grant award and an equal amount appropriated in the funds, programs, and account numbers as listed in the table below.

Fund	Program	Account	Amount
Grants & Restricted Programs	<i>Revenue</i>		
	Tobacco Grant Program - Revenue	9353000-334100	\$320,994
	<i>Expenditures</i>		
	Tobacco Grant Program - Overtime	9353000-411501	\$305,709
	Tobacco Grant Program – Administrative Costs	9353000-891300	\$15,285
Total Expenditures			\$320,994

Prepared by: Brandi Becker, Police Administrator
 Certified as to availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer
 Approved by: Mike Futrell, City Manager
 Approved as to form: Jack Liu, Interim City Attorney

Attachments:

1. Agreement
2. Resolution